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| **PARISH COUNCIL OF SUNDRIDGE WITH IDE HILL** | |
| **AMANDA BARLOW**  **Clerk to the Council** | **Telephone:07495 962372**  **email: clerk@sundridgewithidehill-pc.gov.uk** |

**To: The Members of the Finance & Personnel Committee of Sundridge with Ide Hill Parish Council**

*(Cllrs Allgood, Baker, Banbrook, Evans, Maybury, Miller and Powell)* I hereby summon you to attend a Meeting of the Finance & Personnel Committee to **Ide Hill Village Hall** at **7.00 p.m. on Thursday 21 October 2021** to transact the undermentioned business.

Clerk 17 October 2021

**AGENDA**

1. To receive apologies and reasons for absence.
2. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members’ register of interests.
3. To consider, and approve if appropriate, which agenda items are sufficiently confidential as to warrant exclusion of members of the press and public under the provisions of The Public Bodies (Admission to Meetings) Act 1960
4. To approve as a correct record the **Minutes** (enclosed) of the Finance Committee meeting held on 10 May 2021
5. **To take Matters arising** from the Minutes where these are not covered under the subject headings below
6. **A Public Open Session**. Members of the public will be welcome to address the Parish Council with any local concerns they have. Please note this item will be limited in time at the discretion of the Chairman.
7. **Items for decision and allocation of resources if necessary.**

7.1 To review budget for 2021/22

7.2 To discuss and agree next steps with regard to internet banking

7.3 To agree to delete old signatories on the bank accounts and add new ones

7.4 To review the insurance policy and agree next steps with regard to valuations of Parish assets

7.5 To discuss next steps following the retirement of the payroll provider (from March 2022)

8. **Items for discussions/to note**

8.1 To discuss the review of the Financial Regulations

8.2 To receive any updates following the KALC Finance Conference (held on 20 October) from the Chair of the Finance & Personnel Committee and Clerk.

9. Urgent issues at the discretion of the chairman for noting or inclusion on future agenda.

10. Date of next meeting